



The 2nd Annual **DERBY-Q** **2016**

Saturday - May 7th - 2015
2pm-7pm



Food Vendor Application

Concession areas available:

1. Major Food - includes lunch items, i.e., hotdogs, hamburgers, fries, etc.
2. Food Trucks - includes lunch items and dessert items
3. Minor Food - includes dessert only items, i.e., ice cream, cotton candy, fruit drinks

MAJOR FOOD, FOOD TRUCK & MINOR FOOD: Each vendor or organization interested in selling any food or drink item at the Festival must submit a proposal. No electricity is available. Note: Sound Insulated generators will be required if needed by vendor. An industrial series model, in which the engine is housed, such as the Honda EB2500, is an example. If your generator is too loud or does not meet Code Administration safety requirements, it will be disconnected.

Size of each space is 10 X 12 for tent food vendors and 18 X 20 for food trucks. Applicant must adhere to Fairfax County Health Department Guidelines and City of Fairfax Code Enforcement Guidelines. Each accepted vendor will be located in one food lot in the parking lot of the Old Town Square.

Criteria for selection: The following criteria will be used to select major food, food trucks and minor food vendors for the festival: the amount of money agreed to pay City prior to event, type of food or drink (menu listing may be supplied), price of food or drink. The festival committee will select a variety of items and will limit vendors selling the same items.

Pricing Guidelines

Major Food Vendors - \$200 per space.

Minor Food Vendor - \$100 per space.

The number of spaces for major food vendors, food trucks & minor food vendors available are limited.

Guidelines: Please submit the criteria information requested below, two photos of your trailer, truck or tent, and two references if you have not been a vendor in the Festival before. (Do not send booth fee payment at this time). Deadline for submitting a food proposal is MARCH 12, 2015. You will be informed of your status in April.

1. Number of Spaces Requested _____ **Size of Trailer/Truck/Stand** _____
2. Please list the proposed dollar amount agreed to pay the City of Fairfax for your participation at the event: \$ _____
3. Please list the type of food, drink, snack, dessert and/or novelty item and information to be sold or distributed and price of each item – **MENU LISTING MUST BE PROVIDED!**
4. Will you be willing to take the Staff Coupons at the event? Yes _____ No _____ (The City will reimburse you for coupons)
5. **For returning vendors:** I would like to request my 2015 space: Yes _____ No _____

VENDOR INFORMATION (All fields are required)

Business Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

Please return to: City of Fairfax Parks & Recreation
Attn: Special Events
10455 Armstrong Street
Fairfax, VA 22030
Fax#: 703.246.6321

Or Email: katherine.maccammon@fairfaxva.gov

QUESTIONS:
Contact Katie MacCammon at
703.385.1710 or via e-mail:
katherine.maccammon@fairfaxva.gov

Application Deadline:
March 25, 2016